

# MEDALLION SIGNATURE GUARANTEE FAQ

## WHAT IS A MEDALLION SIGNATURE GUARANTEE?

The Medallion Signature Guarantee is a special signature guarantee for the transfer or redemption of securities, such as stocks, bonds and mutual funds. A Medallion Signature Guarantee is not the same as a notary.

DFCU Financial is required to verify specific information before proceeding with a Medallion Signature Guarantee. This may include additional documents to determine that your signature is genuine, you are the appropriate person to sign for the request, and that you are acting within your legal capacity to sign.

## WHO CAN OBTAIN A MEDALLION SIGNATURE GUARANTEE?

Members of DFCU may qualify to obtain a Medallion Signature Guarantee. You **must** be a member for a minimum of 6 months and be in good standing with DFCU Financial.

## WHAT WE NEED FROM YOU.

When a member is requesting a Medallion Signature Guarantee, all documents will be reviewed for proper completion. In some cases, the Medallion Signature Guarantee may not be completed immediately if additional legal documents are required. Please complete, but **do not sign** your documents!

### Please bring in the following documents:

- ◆ Current, non-expired, government issued identification.
- ◆ A current statement showing ownership, account number, and value of the security(ies).
- ◆ Your document(s) to be guaranteed or a letter of intent, if applicable. A letter of intent **must** include the date, account number, reason for the guarantee, who is signing the letter and his/her legal capacity, if required.
- ◆ Proof that you are the appropriate person to sign. This could include additional documentation that may be reviewed such as:
  - Trust document(s)
  - Court appointed document(s)
  - Power of Attorney document(s)
  - Death Certificate(s)

## ADDITIONAL INFORMATION

The Medallion Signature Guarantee **cannot** be used for non-security items. This includes, but is not limited to:

- ◆ account maintenance changes
- ◆ address changes
- ◆ electronic funds transfer forms
- ◆ wire transfers

DFCU Financial will retain copies of all documents and forms that are examined and signed. We may consult with legal counsel if necessary before performing a Signature Guarantee.

DFCU Financial may decline to provide a Medallion Signature Guarantee if documents or forms are inadequate to determine the appropriate person to sign.

DFCU Financial **cannot** accept altered or incomplete documents. If your documents have erasures, whit-out, or are altered in any manner, the document **cannot** be guaranteed.

DFCU Financial retains the sole discretion to deny the request for use of the Medallion Signature Guarantee.

## CONTACT US

If you have additional questions, please contact our Member Service Center at 888.336.2700.

